

#### **ENVIRONMENTAL PROTECTION AGENCY**

## Recommendation for Incentive Award

#### Instructions:

- 1. Awards should be based on EPA policy for award types, amounts and approval level (signature) requirements. For additional information on approval level requirements for awards, refer to the EPA Delegations Manual.
- 2. For detailed information on awards, review the EPA Recognition Policy and Procedures Manual.
- 3. Complete this form for all Individual Cash Awards (award amount less than \$5000 and FY cumulative is less than \$5000), On-the-Spot Awards (FY cumulative is less than \$5000) and Time-Off Awards.
- 4. Attach the completed form to the electronic Request for Award. \*\*For Use with FPPS Only Do Not Send Hardcopy to SPO\*\*
- 5. Provide a copy of the completed form to the employee when the electronic award has been processed.

Denise Fortin		Employee ID #:			
		PP-Series-Grade (	optional	):	
		_			
On-the-Spot Award (Individual	Cas	h Award (Non-Rating B	ased)	Group Cash	n Award
✓ Individual Cash Award (Non-Rating Based)			Group Time	Group Time Off Award	
Time Off Award			PA - Bro - Northwest Belleville - 1884 -	desar sasan Pilosa Pilosiddo Pilosiddo a del Pilosido a del Pilos a santo del Santo a santo del Santo a santo d	a anh 1888 i An aidh 1886 An Nas ainthe An An ainthe An
\$1,750.00		AND/OR Total Num	ber of Ho	ours:	
award is based (Cash awards only	y):	Tangible Benefit		Intangible Benefit	✓
Moderate	✓	Substantial		High	Exceptional
Limited		Extended	✓	Broad	General
rd·					
	Individual Cash Award (Non-Ra Time Off Award \$1,750.00 award is based (Cash awards only Moderate Limited	Individual Cash Award (Non-Rating Time Off Award \$1,750.00  award is based (Cash awards only):  Moderate  Limited	PP-Series-Grade ( On-the-Spot Award (Individual Cash Award (Non-Rating B Individual Cash Award (Non-Rating Based) Time Off Award  \$1,750.00  AND/OR Total Num eward is based (Cash awards only): Tangible Benefit  Moderate  Limited  Extended	PP-Series-Grade (optional On-the-Spot Award (Individual Cash Award (Non-Rating Based) Individual Cash Award (Non-Rating Based) Time Off Award  \$1,750.00  AND/OR Total Number of Howard is based (Cash awards only): Tangible Benefit  Moderate  Limited  Extended	PP-Series-Grade (optional):  On-the-Spot Award (Individual Cash Award (Non-Rating Based) Group Casl Individual Cash Award (Non-Rating Based) Group Time Time Off Award  \$1,750.00 AND/OR Total Number of Hours:  award is based (Cash awards only): Tangible Benefit Intangible Benefit  Moderate ✓ Substantial High Limited Extended ✓ Broad

This award recognizes Denise Fortin's substantial contribution to coordinating effective communications with Congressional offices, state and local partners and outside parties throughout the Agency's ongoing response to the drinking water crisis in Flint, Mich. Since October 2015, Region 5 has devoted untold hours, days and weeks to providing legislators, elected officials and state and local partners with clear, accurate and timely information on crucial public health, environmental and enforcement issues and decision-making. Denise has played a key role and worked tirelessly to prepare and review briefings, correspondence and other materials regarding a number of complex issues. She has actively participated in many high-profile activities including staffing the Regional Administrator at the first field briefing for Members of Congress in Flint last fall, and convening and staffing the weekly update call between the EPA Flint Safe Drinking Water Task Force (headed by the RA) and congressional offices. Denise has developed a breadth of knowledge on the issues and has ably served as a trusted resource to the Regional Administrator, senior managers and key staff in Region 5 and OCIR.

As the Authorizing Official I certify with electronic signature (in FPPS) that all necessary concurrences have been gained for approval of this award in addition to verification that the award amount is not \$5000 or greater and that the FY cumulative award amount(s) for this employee is not \$5000 or greater.



high-profile issues in her assigned states.

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Employee Name:	Denise Fortin	Employee ID #:		(b) (6)	
Position Title (optional):		PP-Series-Grade (option	nal):		
Organization (optional):	R5/OEC/MCS				
Type of Award:	On-the-Spot Award (Individual Cas	sh Award (Non-Rating Based)		Group Cash	Award
	✓ Individual Cash Award (Non-Rating Time Off Award	g Based)	e latelede for dan control	Group Time	e Off Award
Total Amount of Award (\$):	\$975.00	AND/OR Total Number of	Hours: _		
Type of Benefits on which t	he award is based (Cash awards only):	Tangible Benefit	Intang	ible Benefit	✓
Value of Benefit:	Moderate ✓	Substantial	High		Exceptional
Extent of Contribution:	Limited	Extended	✓ Broad		General
Narrative Justification for A	ward:	n satukun satu satu da satu satu satu satu satu satu satu sat			
_	e Fortin's substantial support to the Actin			-	

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Employee Name:	Denise Fortin	Employee ID #:		(b) (d)	3)		
Position Title (optional):	PP-Series-Grade (optional):						
Organization (optional):	OEC						
Type of Award:	On-the-Spot Award (Individual Cash Award (Non-Rating Based)				Group Cash Award		
	Individual Cash Award (Non-Rating Based)			Group Time Off Award			
THE RESERVE OF THE PROPERTY OF	Time Off Award		of a South field the constant of the other one should be set on the set of the other one of of the ot	and a substance of Association of the PEAS APPART For Figure AA Association	comment de la financia del financia del financia de la financia de		
Total Amount of Award (\$): \$1,275.00 AND/OR Total Number of Hours:							
Type of Benefits on which t	he award is based (Cash awards only)	: Tangible Benefit	Inta	ngible Benefit			
Value of Benefit:	Moderate	Substantial	High	n	Exceptional		
Extent of Contribution:	Limited	Extended	Broa	ad	General		
Narrative Justification for Award:							
This award recognizes Denise's substantial support to the RA, the CoS, the acting DRAs and OEC during a challenging and busy transition year. Denise has ably served ORA, OEC, OCIR, congressional offices and state and local partners on any number of high-profile issues in her assigned states. She also took initiative in arranging personal introductory visits between the RA and key member of Congress.							
As the Authorizing Official I certify that all necessary concurrences have been gained for approval of this award.							